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## Office Memorandum • United States Government

TO : Director of Training

DATE: 14 August 1952

FROM : Chief, Language Services Division

SUBJECT: Progress Report for Week of 11 August through 15 August 1952

25X9A2

- 1. A combined total of students is presently enrolled in introductory and self-study courses in the Language Training Center.
- 2. The laboratory was used for a total of 596 student hours in the preceding week.
- 3. One request for training outside the Agency was approved.
- 4. Two members of the staff who have been on leave during the past week are expected to return to duty on 18 August. On that date, another member of the staff will begin his two-week leave.
- 5. In response to the 7 August 1952 memorandum announcing the fall language program, several requests for training have been received and are being held in abeyance for the opening of classes in mid-September.
- 6. A special self-study program, comprising seven students from EE, in German and Russian began last week.



cc: Plans and Policy Staff

IN CLASS! IDECTION OF CLASS CHANGED TO: TS S C RET. JUST. ZZ.

NEXT HEV DATE 10 HEV DATE DILLAGE COMP 11 OPT 11 OPT 11 OPT 12 CLASS C.

NO. PGS 1 CREATION DATE ORG COMP 11 OPT 11 OPT 12 CLASS C.

REV CLASS U REV COORD. AUTH: HR 70-3

